



Rod Sinks, Chair
City of Cupertino

Rob Rennie, Vice Chair
Town of Los Gatos

Liz Gibbons
City of Campbell

Daniel Harney
City of Gilroy

Jeannie Bruins
City of Los Altos

John Harpootlian
Town of Los Altos Hills

Burton Craig
City of Monte Sereno

Steve Tate
City of Morgan Hill

John McAlister
City of Mountain View

Joe Simitian
County of Santa Clara

Howard Miller
City of Saratoga

Jim Griffith
City of Sunnyvale

svcleanenergy.org

505 W Olive Avenue
Suite 130
Sunnyvale, CA, 94086

**Silicon Valley Clean Energy Authority
Executive Committee Meeting**

Wednesday, August 24, 2016
2:00 pm

Sunnyvale Community Center | Recreation Center
Conference Room
550 E Remington Drive
Sunnyvale, CA

MEETING MINUTES

Call to Order

Chair Sinks called the meeting to order at 2:08 p.m.

Roll Call

Present:

Director Liz Gibbons, City of Campbell
Director Daniel Harney, City of Morgan Hill (arrived at 2:09 p.m.)
Director Howard Miller, City of Saratoga
Vice Chair Rob Rennie, Town of Los Gatos
Chair Rod Sinks, City of Cupertino

Absent:

Director John McAlister, City of Mountain View

Public Comment on Closed Session

No speakers.

The Executive Committee adjourned to Closed Session at 2:10 p.m.

Convene to Closed Session

Conference with Real Property Negotiators
Property: 333 El Camino Real, Sunnyvale, CA
Agency Negotiator: Tom Habashi, CEO
Negotiating Party: Sunnyvale Village Associates
Under Negotiation: Price and terms of payment for office lease

Conference with Real Property Negotiators
Property: 910 E Hamilton Ave, Campbell, CA
Agency Negotiator: Tom Habashi, CEO
Negotiating Party: AG-SW Hamilton Plaza Owner LP
Under Negotiation: Price and terms of payment for office lease

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Rod Sinks, Chair
City of Cupertino

The Executive Committee returned from Closed Session at 2:22 p.m. with Director McAlister absent.

Rob Rennie, Vice Chair
Town of Los Gatos

Report from Closed Session

Chair Sinks stated that the Executive Committee convened in closed session on acquisition of rental space and received a report from CEO Tom Habashi; no action was taken by the Executive Committee.

Liz Gibbons
City of Campbell

Public Comment on Matters Not Listed on the Agenda

James Tuleya, Sunnyvale resident, suggested that SVCE not wait until after January to set SVCE rates because the net energy metering rate is not depended on the rest of the rate structure.

Daniel Harney
City of Gilroy

Jeannie Bruins
City of Los Altos

Consent Calendar

1a) Approve Minutes for the Aug. 4, 2016, Executive Committee Meeting

John Harpootlian
Town of Los Altos Hills

MOTION: Director Miller moved and Vice Chair Rennie seconded the motion to approve the Minutes of the Aug. 4, 2016 Executive Committee Meeting as submitted.

Burton Craig
City of Monte Sereno

The motion carried 4-0-1 (Director Harney abstained) with Director McAlister absent.

Steve Tate
City of Morgan Hill

Regular Calendar

2) Finance and Banking Arrangement Update (Discussion)

John McAlister
City of Mountain View

CEO Tom Habashi provided an update on the progress of the banking agreement, scheduled to be completed in September, and line of credit, scheduled to be completed in October, and answered Executive Committee questions.

Joe Simitian
County of Santa Clara

The Executive Committee and staff discussed the four agencies engaged in the line of credit; Director Gibbons suggested that it be clear to the Board that the line of credit was open to those interested and a limit was not made on whom could be involved.

Howard Miller
City of Saratoga

CEO Habashi reported that two RFPs were posted; Power Supply and Data Management. The Power Supply Management contract is expected to be signed in December; the Data Management contract to be executed in November.

Jim Griffith
City of Sunnyvale

Chair Sinks opened public comment.
No speakers.
Chair Sinks closed public comment.

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3) Recruitment Update (Discussion)

Rod Sinks, Chair
City of Cupertino

Operations Manager Melody Tovar presented an update on recruiting efforts, shared the timeline for hiring, and answered Executive Committee questions.

Rob Rennie, Vice Chair
Town of Los Gatos

Director Miller inquired if there was a requirement to follow a defined period of time for accepting applications as opposed to a merit based system and the importance of recruiting top talent. Director Gibbons inquired if the firm assisting with hiring, Bryce Consulting, could do an initial review of applications to streamline the hiring process. Staff will take both of these suggestions back to Bryce Consulting for consideration and review.

Liz Gibbons
City of Campbell

Daniel Harney
City of Gilroy

CEO Habashi stated that the first panel interview date will remain firm to allow for scheduling interviewers.

Jeannie Bruins
City of Los Altos

Chair Sinks opened public comment.
No Speakers.
Chair Sinks closed public comment.

John Harpootlian
Town of Los Altos Hills

4) Employee Benefits (Discussion)

Burton Craig
City of Monte Sereno

CEO Habashi presented the proposed SVCE Benefit Package and answered Executive Committee questions.

Steve Tate
City of Morgan Hill

The Executive Committee discussed additional providers that can be taken into consideration including Schwabb, Vanguard, and Fidelity. Staff will continue exploring provider options.

John McAlister
City of Mountain View

Executive Committee members discussed Flexible Spending vs. Health Savings accounts and an option to provide both to employees. Staff will take this suggestion into consideration.

Joe Simitian
County of Santa Clara

Director Gibbons requested that holidays be listed to avoid confusion; Staff will list holidays clearly in the Employee Handbook.

Howard Miller
City of Saratoga

Director Gibbons stated the importance of having a factor for benefits relative to salary and making sure that it has been accounted for; Staff will make sure that it is accounted for.

Jim Griffith
City of Sunnyvale

Executive Committee members discussed Paid Time Off and various leaves. Director Gibbons stated that it should be clear what is and isn't included in these leaves and suggested reviewing Saratoga's policy; Staff will look at this for reference.

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The Executive Committee discussed accruing time as opposed to it being granted and the amount of time that should be offered. Staff will look at the amount of leave hours offered by Saratoga for entry level positions for reference.

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The Executive Committee suggested the following for amount of hours allotted for leave time:

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Employees will accrue leave time per pay period; the first year of employment will be a total of four weeks, and an additional day will be added each year following. Employees will cap at a total of six weeks.

Rob Rennie, Vice Chair
Town of Los Gatos

Specific leaves (for example, bereavement) are additional.

Liz Gibbons
City of Campbell

Public comment:

James Tuleya suggested that some employees hired in the first phase may not be able to take additional time off during the holidays.

Daniel Harney
City of Gilroy

Staff confirmed that 10 holidays are included and those applicable would be clearly defined in the employee handbook. Specific leaves (for example, bereavement) will be offered, but are not included in PTO or accrued.

Jeannie Bruins
City of Los Altos

Director Harney suggested looking into what additional leaves may be required.

John Harpootlian
Town of Los Altos Hills

Chair Sinks opened public comment.
No Speakers.
Chair Sinks closed public comment.

Burton Craig
City of Monte Sereno

Information Only

Steve Tate
City of Morgan Hill

1) Letter to Assembly Member Ting re: Assembly Bill 1110, sent August 12, 2016

Chair Sinks and CEO Habashi gave an update on the amendment and passing of AB1110.

John McAlister
City of Mountain View

Director Gibbons requested that this topic be explored in more detail at the August 27, 2016 meeting.

Joe Simitian
County of Santa Clara

Committee/Staff Remarks

Howard Miller
City of Saratoga

The Executive Committee discussed the agenda for the August 27, 2016 meeting.

Jim Griffith
City of Sunnyvale

Director Gibbons requested future meeting dates to plan for holiday travel. Executive Committee members and staff discussed the possibility of moving some of the Executive Committee meeting dates.

Adjournment

Chair Sinks adjourned the meeting at 3:36 p.m.

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